



Office of Administration

Division of Personnel

Electronic Application System (EASe)

BEFORE COMPLETING A MERIT SYSTEM APPLICATION, PLEASE NOTE:

Effective May 2, 2005, the Merit System employment application will also be available in electronic form. If the job class indicates "On-Line Application," you are required to complete the electronic application for that specific job class – a paper application will not be accepted. If the job class indicates "Paper Application," a paper application is required. The Division of Personnel's website at www.ease.mo.gov contains more information about applying for a job with the state, including a list of all of the jobs for which we are currently accepting applications.

Following are the classes initially being converted to the electronic application and the time line for conversion. After the dates noted for each group, those classes will require the on-line application.

May 2, 2005

"First Group" (22) Classes

0002 Office Support Assistant (Clerical)
0003 Senior Office Support Assistant (Clerical)
0021 General Office Assistant
0022 Office Support Assistant (Keyboarding)
0023 Senior Office Support Assistant (Keyboarding)
0202 Storekeeper I
0302 Account Clerk II
0655 Security Officer I
0781 Claims Technician I
0783 Contributions Technician I
2042 Security Guard
2061 Cook I
2062 Cook II
4302 Security Attendant
5001 Corrections Officer I
5026 Recreation Officer I
5076 Youth Specialist Trainee
5077 Youth Specialist
5199 Social Service Worker I
5200 Social Service Worker II
5202 Caseworker
5264 Child Support Enforcement Technician

May 11, 2005

"Second Group" (4) Classes

2063 Cook III
5020 Corrections Classification Assistant (Promotional)
5116 Correctional Services Trainee
5117 Probation & Parole Officer I

May 18, 2005

"Third Group" (7) Classes

0150 Computer Information Technologist Trainee
0151 Computer Information Technologist I
0152 Computer Information Technologist II
0153 Computer Information Technologist III
4407 Habilitation Specialist I
5118 Probation & Parole Assistant I
5119 Probation & Parole Assistant II

May 25, 2005

"Fourth Group" (4) Classes

3007 Academic Teacher III
4445 Case Manager I (Developmental Disabilities)
4446 Case Manager II (Developmental Disabilities)
8100 Corrections Manager

June 1, 2005

"Fifth Group" (5) Classes

5002 Corrections Officer II (Promotional)
5003 Corrections Officer III (Promotional)
5121 Probation and Parole Officer II
5251 Facility Surveyor II (Aging)
8146 Mental Health Manager

June 8, 2005

"Sixth Group" (4) Classes

5130 Home and Community Services Area Supervisor
8028 Fiscal and Administrative Manager
8174 Health and Senior Services Manager
8201 Social Services Manager

June 15, 2005

"Seventh Group" (8) Classes

0004 Administrative Office Support Assistant
0576 Health Program Representative III
1268 Park Ranger Corporal
1269 Park Ranger Recruit
1270 Park Ranger
1271 Park Ranger Sergeant
7931 Workforce Development Specialist IV
8037 Human Resources Manager

June 22, 2005

"Eighth Group" (4) Classes

6011 Maintenance Worker I
6012 Maintenance Worker II
6049 Park Maintenance Worker II
8091 Community and Economic Development Manager